

## **DEPUTY SHERIFF – INVESTIGATOR LIEUTENANT**

### **GENERAL STATEMENT OF DUTIES**

Performs criminal investigative work for County Sheriff's Office.

### **DISTINGUISHING FEATURES OF THE CLASS**

An employee in this class is responsible for performing criminal investigative and detective work. Work involves the investigation of crimes and complaints, the securing of evidence, the apprehension and prosecution of criminal offenders, and the presentation of evidence in court. Work requires that the employee cooperate and work closely with other law enforcement officers, agencies, and the general public. Independent judgment and initiative are required in ensuring that duties are performed using accepted law enforcement standards. Employee is subject to the usual hazards of law enforcement work. Work is performed under general supervision and is evaluated by a review of records and reports, through periodic conferences, and effectiveness in solving crimes.

### **ILLUSTRATIVE EXAMPLES OF WORK**

- Investigates crime scenes to determine exact nature of violation(s); collects preserves and processes evidence; photographs pertinent evidence; and documents facts of the case.
- Conducts surveillance, such as cameras and tracking devices, to positively identify suspect(s).
- Cooperates with other law enforcement agencies in conducting investigations and making arrests.
- Maintains communications with informers and surveillance over known agitators, suspected narcotics dealers, and other suspected law violators.
- Performs regular patrol duties in the investigation of accidents, complaints, and crimes, and in the serving of legal papers.
- Prepares detailed investigation and arrest records; presents evidence and testifies in court as needed.
- Performs related work as required.

### **KNOWLEDGE, SKILLS AND ABILITIES**

- Thorough knowledge of modern law enforcement practices and procedures.
- Thorough knowledge of federal, state, and local laws relative to criminal investigations.
- Considerable knowledge of the geographic layout of the county.
- Considerable knowledge of all civil and criminal papers served by the Sheriff's Office.
- Skill in the use of firearms and other law enforcement equipment.
- Ability exercise sound judgment in emergency situations.
- Ability to supervise and train law enforcement personnel.
- Ability to deal tactfully and firmly with the public.
- Ability to prepare accurate records and reports.

### **MINIMUM EDUCATION AND EXPERIENCE**

Graduation from high school with three (3) years experience in law enforcement work which should have included experience in conducting criminal investigations; or an equivalent combination of education and experience.

### **SPECIAL REQUIREMENT**

Refer to the N.C. Criminal Training and Standards Council Act and the N.C. Criminal Justice Training and Standards Commission for employment, education, and training standards for law enforcement officers.

**Special Note** – This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA. Examples of work are primarily essential functions of the majority of positions in this class, but may not be applicable to all positions.

Randolph County 3/2002